



Bid Number 50-00131861

**TWO (2) YEAR CONTRACT FOR A SUPPLY OF READY-MIX CONCRETE
FOR JEFFERSON PARISH DEPARTMENT OF PUBLIC WORKS, STREETS &
ALL JEFFERSON PARISH AGENCIES & MUNICIPALITIES (WESTBANK)**

BID DUE DATE, TIME: SEPTEMBER 22, 2020 AT 2:00 PM

ATTENTION VENDORS!!!

**Please review all pages and respond accordingly, complying with all provisions
in the technical specifications and Jefferson Parish Instructions for Bidders and
General Terms and Conditions. All bids must be received in the Purchasing
Department by the bid due date and time.**

**Jefferson Parish Purchasing Department
200 Derbigny Street
General Government Building, Suite 4400
Gretna, LA 70053
Buyer: Daphne Nelson
Email: DNelson@jeffparish.net
Phone: (504) 364-2650**



JEFFERSON PARISH

DEPARTMENT OF PURCHASING

CYNTHIA LEE SHENG
PARISH PRESIDENT

RENNY SIMNO
DIRECTOR

May 2020

PURCHASING DEPARTMENT ANNOUNCEMENT

Public Access to the General Government Building and Joseph S. Yenni Building:

Effective **Monday, May 18, 2020**, Jefferson Parish Government buildings will be open to the public. All visitors will be required to wear a mask or face covering and undergo a temperature screening prior to entry.

Bid Openings:

Due to COVID-19 safety precautions, all public bid openings have been suspended. Bid openings will continue and be made available via phone conference by calling the following:

Dial-in Number: (504) 323-1800

Meeting ID: 181357

Bids will be accepted through Central Bidding or manual submission. Manually-submitted bids can be delivered to either Purchasing office location; however, if submitting bids on the day of the bid opening, bidders must submit at the West Bank location. Advertised bids will be received until 2 p.m. The bid opening teleconference will begin at 2:30 p.m. on each bid opening date.

If you have any questions, please contact the Purchasing Department at (504) 364-2678 or e-mail purchasing@jeffparish.net for assistance.

GENERAL GOVERNMENT BLDG. – 200 DERBIGNY ST., SUITE 4400, GRETNA, LA 70053
OFFICE 504.364.2678

JOSEPH S. YENNI BLDG. – 1221 ELMWOOD PARK BLVD., SUITE 404, JEFFERSON, LA 70123
OFFICE 504.364.2678

EMAIL: PURCHASING@JEFFPARISH.NET WEBSITE: WWW.JEFFPARISH.NET



JEFFERSON PARISH

Department of Purchasing

Michael S. Yenni
Parish President

Renny Simno
Director

January 2020

Changes to Jefferson Parish Bidding Information

The Jefferson Parish Purchasing Department would like to make vendors aware of the following changes:

Probable Construction Cost: Per Jefferson Parish Administrative Policy, the probable construction cost is not revealed in the Jefferson Parish Bidding Documents. Jefferson Parish Administrative Policy has changed and a range of the probable construction cost will be stated in the Jefferson Parish bidding document, entitled Important Notice to All Bidders – Bid Requirements. Per Louisiana Public Bid Law, the probable construction cost will be read at the bid opening.

Insurance Requirement: **All bidders** must provide proof of valid insurance in the required amounts as stated in the Standard Insurance Requirements for bidding purposes. Failure to provide the proof of valid insurance in all of the required coverage amounts will result in bid rejection.

CONCRETE READY MIX SPECS (WESTBANK)

Two (2) year contract for a supply of ready-mix concrete for the Jefferson Parish Department of Public Works – Streets and all Jefferson Parish agencies and municipalities.

Ready mix concrete on an as need basis – Two (2) year contract (Westbank).

The contract prices are firm during the entire two (2) year contract period.

GENERAL SPECIFICATIONS:

These specifications are prepared for the supply of ready mix concrete products on the basis of self-haul or delivered in cubic yard quantity amounts only as may be needed by different departments of Jefferson Parish to be picked up by the parish owned trucks from batching plant.

1. In the interest of safety, economy, and quality assurance of Jefferson Parish, prospective bidders must deliver within 30 minutes of 5701 Belle Terre Rd., Marrero, LA 70072, (travel time to and from – in a nine (9) yard cement mixer). This requirement is due to the parish's limited number of mixers available to pick up and deliver mix to project site.
2. The vendor shall be responsible for the design, control and loading of the mixtures into parish trucks at vendor's plant within 30 minutes of 5701 Belle Terre Rd., Marrero, LA 70072, (travel time to and from - in a nine (9) yard cement mixer).
3. Vendors are requested to quote a written unit price and its corresponding extension price as provided in the bid proposal forms.
4. Any products which do not conform to these specifications will be rejected. Any removal and/or replacement shall be at the expense of the vendor.
5. Cubic yard quantities shown in the bid proposal form are for purposes of bid comparison and for establishing a contract. Actual quantities purchased may be higher or lower than the quantities shown hereon in order to meet Parish needs via Parish pick-up or vendor delivery of at least two (2) cubic yards per purchase request. Vendor's plant shall be available to deliver concrete mix in properly designed concrete agitator trucks or load parish owned trucks from a batching plant throughout a normal working day (excluding holidays) from Monday through Friday of each week. A normal working day is considered to be between the hours of 7:00 AM and 3:00 PM.
6. Jefferson Parish reserves the right to award contracts or place orders on a lump sum or individual item basis, or such combinations, as its judgment shall be in the best interest of Jefferson Parish.
7. The contract will be awarded for the Westbank of Jefferson Parish. However, all parish agencies have the rights to purchase Portland cement concrete from either vendor (east bank or west bank), at their convenience.
8. All invoices against this order shall be sent to the respective department authorizing delivery. Payment to be made on a monthly basis by such departments. Invoices must show the corresponding purchase order number, the department's requisition number and the bid proposal number. The vendor is required to specify and certify the strength and type of concrete supplied.

9. On delivery items, prices shall include thirty (30) minute period allowance on arrival at job site to unload concrete. Any standby time in excess of this allowance will be compensated on minute rate quoted in the bid proposal under referenced items.
10. Quoted prices shall remain firm until the expiration of the contract.
11. Every effort will be made to provide sufficient advance notice for the required amount of concrete. However, it is required by the vendor to supply the order of concrete with a minimum of two (2) hours notice either for parish pick-up from plant or vendor's own delivery: Westbank.
12. The added delivery charge is to compensate for driver man/hour and truck equipment/hour when the required order is less than 8 Cu. Yd. Price for Portland cement concrete will be compensated at bid unit price for parish pick-up from plant. As for parish pick-up from plant, contractor shall bid per each delivery.
13. Vendor will allow use of his wash-down area for cleaning trucks after load up and prior to driving away.

SPECIFICATIONS:

All ready mix concrete shall achieve minimum compression strength of 4000 PSI at 24 hours, 72 hours and 28 days, as required. All concrete must conform to Section 901 of the Louisiana Standard Specifications for Roads and Bridges, Latest Edition and any revisions.

NOTE:

1. Reduction in price per Cu. Yd. for fly ash cement concrete for all mixes shall be bid at the line item for Westbank when fly ash is used as an admixture at the request of the parish. Fly ash allowed only up to 20% of cement content or as stipulated by Section 901.08(a) of Louisiana Standard Specifications for Roads and Bridges, Latest Edition and any revisions.
2. All concrete shall contain Type I Portland cement.
3. Superplasticizer concrete contains an approved high range water reducing admixture. (HRWR/Superplasticizer): Vendor assures no greater than 3" slump to mix delivered at the site and no greater than 7" slump after the addition of superplasticizer. Bid price per cubic yard shall include all the admixtures to achieve 4000 PSI in 24 hours and 72 hours.
4. An approved set retarding admixture shall be used to facilitate placing and finishing when concrete temperature exceeds 85 degrees F.
5. An approved non-corrosive, non-chloride set-accelerating admixture shall be used to facilitate placing and finishing concrete as requested by Jefferson Parish Personnel – see attached brochure.
6. For temperature control, ice shall be added when concrete temperature reaches 95 degrees F.
7. The successful vendor shall submit for approval, a mix design for concrete per above requirements by a qualified quality control technician. The approved mix design shall be followed at all times. Any modification, changes or revisions shall be done only with the

written approval of the director of Public Works – Streets Department, Jefferson Parish, Louisiana.

BIDS SHALL BE ON:

Portland cement ready-mix concrete self-hauled and delivered to project (job) locations on the Westbank of Jefferson Parish.

In the interest of safety, economy, and quality assurance of Jefferson parish, prospective bidders must deliver within 30 minutes of 5701 Belle Terre Rd., Marrero, LA 70072, (travel time to and from - in a nine (9) yard cement mixer). This requirement is due to the parish's limited number of mixers available to pick up and deliver mix.

Jefferson Parish has the right to request cylinders to be cast for compression testing at any time.

DELIVERY:

Material is to be delivered to the project (job) location as requested within the limits of the Westbank of Jefferson Parish.

Concrete vendors must be able to deliver concrete within a 30 minute time frame to the project (job) site which could be located anywhere on the Westbank of Jefferson Parish (excluding Grand Isle.)

Grace Concrete Products

GRACE

POLARSET®

Non-corrosive, non-chloride set-accelerating admixture

ASTM C494 Type C

Product Description



PolarSet® is a non-corrosive, non-chloride admixture for concrete. It accelerates cement

hydration resulting in shortened setting times and increased early compressive strengths. PolarSet does not contain calcium chloride and is completely non-corrosive to reinforcing steel, metal decks and all metal components of your admixture storage and dispensing system. It is formulated to comply with ASTM C494 Type C and can be used at any dosage to comply with ACI 318 guidelines for chloride content of concrete. One gallon of PolarSet weighs approximately 11.25 lbs (1.35 kg/L).

Uses

PolarSet is specially formulated to reduce concrete setting times and increase early strengths for concrete in very cold conditions, and may be used to reduce the time that concrete must be protected against freezing in ambient temperatures as low as 20°F (-7°C). For conditions not subject to freezing, PolarSet may be used to speed finishing operations and/or form removal, leading to savings in concrete construction costs.

Special Feature

PolarSet provides set time acceleration and early strength development similar to that provided by calcium chloride, but without the potential corrosive effects. PolarSet can,

- Reduces set time and increases early strengths
- Can be used at high dosages
- Complies with ASTM C494 Type C

Product Advantages

- Designed for cold weather concreting at temperatures as low as 20°F (-7°C)
- Completely non-corrosive

Bid 50-00131861
therefore, be used where potential corrosion of embedded or stressed steel must be avoided. It can also be used in concrete that is to be placed on steel clad or zinc coated steel decks where corrosion must be similarly avoided.

Performance

In concrete mixes, PolarSet accelerates the chemical reaction between Portland cement and water. It speeds up the formation of **gel** the binder that bonds concrete aggregates together.

Accelerated gel formation in turn shortens the setting time of concrete, compensates for the set-slowng effects of cold weather and contributes to the development of higher strengths. Gel formation promotes heat generation within the mix- helping to protect the concrete from freezing during the critical first hours after placement.

Addition Rates

The amount of PolarSet used will depend on specific job conditions, on local materials and on the degree of set acceleration and early



strength development required. Typical addition levels range from 8 to 60 fl oz/100 lbs (520 to 3910 mL/100 kg) of cement, but levels as high as 100 fl oz/100 lbs (6520 mL/100 kg) of cement can be used. For freeze protection purposes typical addition rates are between 60 to 80 fl oz/100 lbs (3910 to 5220 mL/100 kg) of cement.

Compatibility with Other Admixtures and Batch Sequencing

PolarSet is compatible with most Grace admixtures as long as they are added separately to the concrete mix, usually through the water holding tank discharge line. In general, it is recommended that PolarSet be added to the concrete mix near the end of the batch sequence for optimum performance. Different sequencing may be used if local testing shows better performance. Please see Grace Technical Bulletin TB-0110, *Admixture Dispenser Discharge Line Location and Sequencing for Concrete Batching Operations* for further recommendations. PolarSet should not come into contact with any other admixture before or during the batching process, even if diluted in mix water.

Pretesting of the concrete mix should be performed before use, and as conditions and materials change in order to assure compatibility, and to optimize dosage rates, addition times in the batch sequencing and concrete performance. For concrete that requires air entrainment, the use of an ASTM C260 air entraining agent (such as Daravair[™] or Darex[™] product lines) is recommended to provide suitable air void parameters for freeze-thaw resistance. Please consult your Grace representative for guidance.

M Adjustment

Since PolarSet may be used at high dosages, the concrete producer should account for the water contained in the PolarSet. Each gallon

of PolarSet added to a concrete mix will contribute 6.5 lbs (0.78 kg/L) of water to that mix.

Packaging & Handling

PolarSet is currently available in bulk quantities by Grace metered systems, or in 55 gal (208 L) drums. PolarSet freezes at approximately -10°F (-23°C), but its set acceleration, strength gain and non-corrosive properties are completely restored by thawing and thorough agitation.

Dispensing Equipment

A complete line of accurate dispensers is available. PolarSet may be introduced on the sand, in the water, or at the end of the batch cycles. Similar to all concrete admixtures, PolarSet should not come in contact with other admixtures prior to entering the concrete.

Specifications

The set-accelerating admixture shall be PolarSet, non-corrosive, non-chloride set accelerator, as manufactured by Grace Construction Products. The admixture shall be used in strict accordance with the manufacturers' recommendations. The admixture shall comply with ASTM Designation C494 Type C and will not contain purposely added chlorides or contribute to steel corrosion. Certification of compliance will be made available upon request.

Concrete shall be proportioned in accordance with *Recommended Practice for Selecting Proportions for Normal Weight Concrete*, ACI 211.1 or *Recommended Practice for Selecting Proportions for Structural Light weight Concrete*, ACI 211.2, or in accordance with ACI 318.

Note to Specifier: For use in freeze protection, request sample specification available from your Grace Engineering Services representative.

PolarSet, Daravair and Darex are registered trademarks of W.R. Grace & Co.-Conn.

We hope the information here will be helpful. It is based on data and knowledge considered to be true and accurate and is offered for the users' consideration, investigation and verification, but we do not warrant the results to be obtained. Please read all statements, recommendations or suggestions in conjunction with our conditions of sale, which apply to all goods supplied by us. No statement, recommendation or suggestion is intended for any use which would infringe any patent or copyright. W.R. Grace & Co.-Conn., 62 Whittemore Avenue, Cambridge, MA 02140.

In Canada, Grace Canada, Inc., 294 Clements Road, West, Ajax, Ontario, Canada L1S 3C6.

This product may be covered by patents or patents pending.
Conn. PS-1E Printed in U.S.A. 11/07

Copyright 2007, W.R. Grace & Co.-
FAILI/1M

GRACE

DATE: 9/01/2020
BID NO.: 50-00131861

INVITATION TO BID
THIS IS NOT AN ORDER

Page: 1

JEFFERSON PARISH

PURCHASING DEPARTMENT
P.O. BOX 9
GRETN, LA. 70054-0009
504-364-2678

BUYER: DNELSON@jeffparish.net

BIDS WILL BE RECEIVED IN THE WEST BANK PURCHASING DEPT, SUITE 4400, JEFFERSON PARISH GENERAL GOVERNMENT BUILDING, 200 DERBIGNY STREET, GRETN, LA 70053 UNTIL 2:00 PM, 9/22/2020 AND PUBLICLY OPENED THEREAFTER.

For convenience, bidders may also submit bids in the East Bank Purchasing Department, Suite 404, Jefferson Parish Joseph S. Yenni Building, 1221 Elmwood Park Blvd., Jefferson LA 70123. However, if submitting bids on the day of bid opening, bidders must submit at the West Bank location only. All bids will be publicly opened at the West Bank location.

At no charge, bidders may also submit via Jefferson Parish's electronic procurement page by visiting www.jeffparishbids.net to register for this free site. Additional instructions are included in the text box highlighting electronic procurement.

LATE BIDS WILL NOT BE ACCEPTED

Unless submitting via online (see Page 3), each bid must be submitted in a sealed envelope bearing on the outside; the name of the Bidder, his address, and the name of the project for which the bid is submitted and the bid number.

NOTE: ONLY BIDS WRITTEN IN INK OR TYPEWRITTEN, AND PROPERLY SIGNED BY A MEMBER OF THE FIRM OR AUTHORIZED REPRESENTATIVE, WILL BE ACCEPTED. PENCIL AND/OR PHOTOSTATIC FIGURES OR SIGNATURES SHALL RESULT IN BID REJECTION.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

THE FOLLOWING INSTRUCTIONS APPLY TO ALL BIDS

All bids submitted are subject to these instructions and general conditions and any special conditions and specifications contained herein, all of which are made part of this bid proposal reference. By submitting a bid, vendor agrees to comply with all provisions of Louisiana Law as well be in compliance with the Jefferson Parish Code of Ordinances, Louisiana Code of Ethics, applicable Jefferson Parish ethical standards and Jefferson Parish Resolution No. 113646 and/or Resolution No. 113647.

Jefferson Parish adheres to the Louisiana Code of Governmental Ethics, contained in Louisiana Revised Statutes Annotated, R.S. 42:1101, et seq. Vendor/Proposer by this submission, warrants that there are no "conflicts of interest" related to this procurement that would violate applicable Louisiana Law. Violation of the Louisiana Code of Governmental Ethics may result in rescission of contract, permit or licenses, and the imposition of fines and/or penalties, without contractual liability to the public in accordance with applicable law.

All vendors submitting bids should register as a Jefferson Parish vendor if not already yet registered. Registration forms may be downloaded from <http://purchasing.jeffparish.net> and by clicking on Vendor Information. Current W-9 forms with respective Tax Identification numbers and vendor applications may be submitted at any time; however, if your company is not registered and/or a current W-9 form is not on file, vendor registration is mandatory. Vendors may experience a delay in payment if your company is not a registered vendor with Jefferson Parish.

All quotations shall be based on F.O.B. Agency warehouse or job site, anywhere within the Parish as designated by the Purchasing Department. This provision does not apply to public works projects

JEFFERSON PARISH requires all products to be new (current) and all work must be performed according to standard practices for the project. Unless otherwise specified, no aftermarket parts will be accepted. Unless otherwise specified, all workmanship and materials must have at least one (1) year guaranty, in writing, from the date of delivery and/or acceptance of the project. Any deviations or alterations from the specifications must be indicated and/or supporting documentation supplied with bid submission.

Bidders should submit all questions in writing via email to the buyer's email address as indicated above, no later than Five (5) working days prior to the bid opening. Bid numbers should be mentioned in all requests. If submitting online, vendors may send questions via the E-Procurement site no later than Five (5) working days prior to the bid opening.

If this bid requires a pre-bid conference (see Additional Requirements section), bidders are advised that such conference will be held to allow bidders the opportunity to identify any discrepancies in the bid specifications and seek further clarification regarding instructions. The Purchasing Department will issue a written response to bidders' questions in the form of an Addendum. Please note that all official communication will be expressed in the form of an addendum.

Visit our website at [HTTP://PURCHASING.JEFFPARISH.NET](http://PURCHASING.JEFFPARISH.NET)

All formal Addenda require written acknowledgement on the bid form by the bidder. Failure to acknowledge an Addendum on the bid form shall cause the bid to be rejected. JEFFERSON PARISH reserves the right to award bid to next lowest responsive and responsible bidder in this event.

JEFFERSON PARISH will accept one price for each item unless otherwise indicated. Two or more prices for one item will result in bid rejection. Bidders are required to complete, sign and return the bid form and/or complete and return the associated line item pricing forms as indicated. Vendors must not alter the bid forms. Doing so will cause the bid to be rejected.

A corporate resolution or written evidence of the individual signing the bid having such authority must be submitted with the bid. Failure to comply will cause bid to be rejected. For corporate entities, such written evidence may be a printout of the Louisiana Secretary of State's website listing the signatory as an officer. Such printout shall be included with the bid submission. Bids submitted by Owners or Sole Proprietorships must include certification that he or she owns the entity for which the bid is signed. This documentation must be submitted with the bid. Failure to do so will result in bid rejection.

NOTE: A sample corporate resolution can be downloaded from our website <http://purchasing.jeffparish.net> or you may provide your own document. A sample certification of sole proprietorship can also be downloaded from our website <http://purchasing.jeffparish.net> or you may provide your own document.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

A. AWARD OF CONTRACT: JEFFERSON PARISH reserves the right to award contracts or place orders on a lump sum or individual item basis, or such combination, as shall in its judgment be in the best interest of JEFFERSON PARISH. Every contract or order shall be awarded to the LOWEST RESPONSIVE and RESPONSIBLE BIDDER, taking into consideration the CONFORMITY WITH THE SPECIFICATIONS and the DELIVERY AND/OR COMPLETION DATE. SPLIT AWARDS MADE TO SEVERAL VENDORS WILL ONLY BE GRANTED TO THOSE DEEMED RESPONSIVE AND RESPONSIBLE.

All bid prices shall remain valid for 45 days. Jefferson Parish and the lowest responsive and responsible bidder(s) by mutual written consent may mutually agree to extend the deadline for award by one (1) or more extensions of thirty (30) calendar days.

PROTESTS: Only those vendors that submit bids in response to this solicitation may protest any element of the procurement, in writing to the Director of the Purchasing Department. Written protest must be received within 48 hours of the release of the bid tabulation by the Purchasing Department. After consultation, the Parish Attorney's Office will then respond to protests in writing. (For more information, please see Chapter 2, Article VII, Division 2, Sec. 2-914.1 of the Jefferson Parish Code of Ordinances.)

PREFERENCE: Unless federal funding is directly spent by Jefferson Parish for this purchase, preference is hereby given to materials, supplies, and provisions produced, manufactured or grown in Louisiana, quality being equal to articles offered by competitors outside the state. "LSA – R.S. 38:2251-2261"

B. USE OF BRAND NAMES AND STOCK NUMBERS: Where brand names and stock numbers are specified, it is for the purpose of establishing certain minimum standards of quality. Bids may be submitted for products of equal quality, provided brand names and stock numbers are specified. Complete product data may be required prior to award.

C. CANCELLATION OF CONTRACT: JEFFERSON PARISH reserves the right to cancel all or any part if not shipped promptly. No charges will be allowed for parking or cartage unless specified in quotation. The order must not be filled at a higher price than quoted. JEFFERSON PARISH reserves the right to cancel any contract at anytime and for any reason by issuing a THIRTY (30) day written notice to the contractor.

For good cause and as consideration for executing a contract with Jefferson Parish, vendor conveys, sells, assigns and transfers to Jefferson Parish or its assigns all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of Louisiana, relating to the particular good or services purchased or acquired by Jefferson Parish.

D. PRICES: Jefferson Parish is exempt from paying sales tax under LSA-R.S. 47:301 (8)(c). All prices for purchases by Jefferson Parish of supplies and materials shall be quoted in the unit of measure specified and unless otherwise specified, shall be exclusive of state and Parish taxes. The price quoted for work shall be stated in figures. In the event there is a difference in unit prices and totals, the unit price shall prevail.

Quantities listed are for bidding purposes only. Actual requirements may be more or less than quantities listed.

Bidders are not to exclude from participation in, deny the benefits of, or subject to discrimination under any program or activity, any person in the United States on the grounds of race, color, national origin, or sex; nor discriminate on the basis of age under the Age Discrimination Act of 1975, or with respect to an otherwise qualified handicapped individual as provided in Section 504 of the Rehabilitation Act of 1973, or on the basis of religion, except that any exemption from such prohibition against discrimination on the basis of religion as provided in the Civil Rights Act of 1964, or Title VI and VII of the Act of April 11, 1968, shall also apply. This assurance includes compliance with the administrative requirements of the Revenue Sharing final handicapped discrimination provisions contained in Section 51.55 (c), (d), (e), and (k)(5) of the Regulations. New construction or renovation projects must comply with Section 504 of the 1973 Rehabilitation Act, as amended, in accordance with the American National Standard Institute's specifications (ANSI A17.1-1961).

Jefferson Parish and its partners as the recipients of federal funds are fully committed to awarding a contract(s) to firm(s) that will provide high quality services and that are dedicated to diversity and to containing costs. Thus, Jefferson Parish strongly encourages the involvement of minority and/or woman-owned business enterprises (DBE's, including MBE's, WBE's and SBE's) to stimulate participation in procurement and assistance programs.

DATE: 9/01/2020

BID NO.: 50-00131861

Page: 3

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

The purpose and intention of this invitation to bid is to afford all suppliers an equal opportunity to bid on all construction, maintenance, repair, operating supplies and/or equipment listed in this bid proposal. JEFFERSON PARISH WILL ACCEPT ONE BID ONLY FROM EACH VENDOR. Items bid must meet specifications.

Advertised bids will be tabulated and a copy of the tabulation will be forwarded to each responding bidder.

IN ACCORDANCE WITH STATE REGULATIONS JEFFERSON PARISH OFFERS ELECTRONIC PROCUREMENT TO ALL VENDORS

This electronic procurement system allows vendors the convenience of reviewing and submitting bids online.

This is a secure site and authorized personnel have limited read access only. Bidders are encouraged to submit electronically using this free service; while the website accepts various file types, one single PDF file containing all appropriate and required bid documents is preferred. Bidders submitting uploaded images of bid responses are solely responsible for clarity. If uploaded images/documents are not legible, then bidder's submission will be rejected. Please note all requirements contained in this bid package for electronic bid submission.

Please visit our E-Procurement Page at www.jeffparishbids.net to register and view Jefferson Parish solicitations. For more information, please visit the Purchasing Department page at <http://purchasing.jeffparish.net>.

The general specifications for construction projects and the purchase of materials, services and/or supplies are those adopted by the JEFFERSON PARISH Council by Resolution No. 113646 or 113647 dated 12/09/09. The general conditions adopted by this resolution shall be considered as much a part of this document as if they were written wholly herein. A copy may be obtained from the Office of the Parish Clerk, Suite 6700, Jefferson Parish General Government Building, 200 Derbigny Street, Gretna, LA 70053. You may also obtain a copy by visiting the Purchasing Department webpage at <http://purchasing.jeffparish.net> and clicking on Online Forms.

ADDITIONAL REQUIREMENTS FOR THIS BID

PLEASE MATCH THE NUMBERS PRINTED IN THIS BOX WITH THE CORRESPONDING INSTRUCTIONS BELOW.

10, 12, 13, 15

1. All bidders must attend the MANDATORY pre-bid conference and will be required to sign in and out as evidence of attendance. In accordance with LSA R.S. 38:2212(I), all prospective bidders shall be present at the beginning of the MANDATORY pre-bid conference and shall remain in attendance for the duration of the conference. Any prospective bidder who fails to attend the conference or remain for the duration shall be prohibited from submitting a bid for the project.
2. Attendance to this pre-bid conference is optional. However, failure to attend the pre-bid conference shall not relieve the bidder of responsibility for information discussed at the conference. Furthermore, failure to attend the pre-bid conference and inspection does not relieve the successful bidder from the necessity of furnishing materials or performing any work that may be required to complete the work in accordance with the specification with no additional cost to the owner.
3. Contractor must hold current applicable JEFFERSON PARISH licenses with the Department of Inspection and Code Enforcement. Contractor shall obtain any and all permits required by the JEFFERSON PARISH Department of Inspection and Code Enforcement. The contractor shall be responsible for the payment of these permits. All permits must be obtained prior to the start of the project. Contractor must also hold any and all applicable Federal and State licenses. Contractor shall be responsible for the payment of these permits and shall obtain them prior to the start of the project.
4. A LA State Contractor's License will be required in accordance with LSA R.S. 37-2150 et. seq. and such license number will be shown on the outside of the bid envelope. Failure to comply will cause the bid to be rejected. Additionally if submitting the bid electronically, then the license number must be entered in the appropriate field in the Electronic Procurement system. Failure to comply will cause the bid to be rejected.
5. It is the bidder's responsibility to visit the job site and evaluate the job before submitting a bid.
6. Job site must be clean and free of all litter and debris daily and upon completion of the contract. Passageways must be kept clean and free of material, equipment, and debris at all times. Flammable material must be removed from the job site daily because storage will not be permitted on the premises. Precautions must be exercised at all times to safeguard the welfare of JEFFERSON PARISH and the general public.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

7. **PUBLIC WORKS BIDS:** All awards for public works in excess of \$5,000.00 will be reduced to a formal contract which shall be recorded at the contractor's expense with the Clerk of Court and Ex-Officio Recorder of Mortgages for the Parish of Jefferson. A price list of recordation costs may be obtained from the Clerk of Court and Ex-Officio Recorder of Mortgages for the Parish of Jefferson. All awards in excess of \$25,000.00 will require both a performance and a payment bond. Unless otherwise stated in the bid specifications, the performance bond requirements shall be 100% of the contract price. Unless otherwise stated in the bid specifications, the payment bond requirements shall be 100% of the contract price. Both bonds shall be supplied at the signing of the contract.
8. **NON-PUBLIC WORKS BIDS:** A performance bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. The performance bond shall be supplied at the signing of the contract.
9. **NON-PUBLIC WORKS BIDS:** A payment bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. The payment bond shall be supplied at the signing of the contract.
10. All bidders must comply with the requirements stated in the attached "Standard Insurance Requirements" sheet attached to this bid solicitation. Failure to comply with this instruction will result in bid rejection.
11. A bid bond will be required with bid submission in the amount of 5% of the total bid, unless otherwise stated in the bid specifications. Acceptable forms shall be limited to cashier's check, certified check, or surety bid bond. All sureties must be in original format (no copies). If submitting a bid online, vendors must submit an electronic bid bond through the respective online clearinghouse bond management system(s) as indicated in the electronic bid solicitation on Central Auction House. No scanned paper copies of any bid bond will be accepted as part of the electronic bid submission.
12. This is a requirements contract to be provided on an as needed basis. JEFFERSON PARISH makes no representations or warranties with regard to minimum guaranteed quantities unless otherwise stated in the bid specifications.
13. Freight charges should be included in total cost when quoting. If not quoted FOB DELIVERED, freight must be quoted as a separate item. Bid may be rejected if not quoted FOB DELIVERED or if freight charges are not indicated on bid form.
14. **PUBLIC WORKS BIDS - Completed, Signed and Properly Notarized Affidavits Required;** This applies to all solicitations for construction, alteration or demolition of public buildings or projects, in conformity with the provisions contained in LSA-RS 38:2212.9, LSA-RS 38:2212.10, LSA-RS 38:2224, and Sec 2-923.1 of the Jefferson Parish Code of Ordinances. For bidding purposes, all bidders must submit with bid submission COMPLETED, SIGNED and PROPERLY NOTARIZED Affidavits, including: Non-Collusion Affidavit, Non-Collusion Affidavit, Campaign Contribution Affidavit, Debt Disclosures Affidavit and E-Verify Affidavit. For the convenience of vendors, all affidavits have been combined into one form entitled PUBLIC WORKS BID AFFIDAVIT. This affidavit must be submitted in its original format, and without material alteration, in order to be compliant and for the bid to be considered responsive. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid, however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.
15. **NON PUBLIC WORK BIDS - Completed, Signed and Properly Notarized Affidavits Required** in conformity with the provisions contained in LSA – RS 38:2224 and Sec 2-923.1 of the Jefferson Parish Code of Ordinances. For bidding purposes, all bidders must submit with bid submission COMPLETED, SIGNED and PROPERLY NOTARIZED Affidavits, including: Non-Collusion Affidavit, Debt Disclosures Affidavit and Campaign Contribution Affidavit. For the convenience of vendors, all affidavits have been combined into one form entitled NON PUBLIC WORKS BID AFFIDAVIT. This affidavit must be submitted in its original format, and without material alteration, in order to be compliant and for the bid to be considered responsive. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid, however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.
16. The ensuing contract for this bid solicitation may be eligible for FEMA reimbursement and/or Federal funding/reimbursement. As such, the referenced appendix will be applicable accordingly and shall be considered a part of the bid documents. All applicable certifications must be duly completed, signed and submitted with bid submission. Failure to submit applicable certifications with bid submission will result in bid rejection.
17. For this project, the Contractor shall not pay any state or local sales or use taxes on materials and equipment which are affixed and made part of the immovable property of the project or which permanently incorporated in the project (hereinafter referred to as "applicable materials and equipment"). All purchases of applicable materials or equipment shall be made by the contractor on behalf of and as the agent of Jefferson Parish (Owner), a political subdivision of the State of Louisiana. No state and local sales and use taxes are owned on applicable materials and equipment under the provisions of Act 1029 of the 1991 Regular Session – Louisiana Revised Statute 47:301(8)(c). Owner will furnish contractor a certificate form which certifies that Owner is not required to pay such state or local sales and use taxes, and contractor shall furnish a copy of such certificate to all vendors or suppliers of the applicable materials and equipment.

It shall be the duty of every parish officer, employee, department, agency, special district, board, and commission: and the duty of every contractor, subcontractor, and licensee of the parish, and the duty of every applicant for certification of eligibility for a parish contract or program, to cooperate with the Inspector General in any investigation, audit, inspection, performance review, or hearing pursuant to JPCO 2-155.10(19). By signing this document, every corporation, partnership, or person contracting with PARISH, whether by cooperative endeavor, intergovernmental agreement, bid, proposal, application or solicitation for a parish contract, and every application for certification of eligibility for a parish contract or program, attests that it understands and will abide by all provisions of JPCO 2-155.10.

DATE: 9/01/2020

Page: 5

BID NO.: 50-00131861

BID FORM
Non Public Works

All Public Work Projects are required to use the Louisiana Uniform Public Work Bid Form

All prices must be held firm unless an escalation provision is requested in this bid. Jefferson Parish will allow one escalation during the term of the contract, which may not exceed the U.S. Bureau of Labor Statistics National Index for all Urban Consumers, unadjusted 12 month figure. The most recently published figure issued at the time an adjustment is requested will be used. A request must be made in writing by the vendor, and the escalation will only be applied to purchases made after the request is made.

Are you requesting an escalation provision?

YES _____ NO _____

MAXIMUM ESCALATION PERCENTAGE REQUESTED _____%

INITIAL BID PRICES WILL REMAIN FIRM THROUGH THE DATE OF _____.

For the purposes of comparison of bids when an escalation provision is requested, Jefferson Parish will apply the maximum escalation percentage quoted by the bidder to the period to which it is applied in the bid. The initial price and the escalation will be used to calculate the total bid price. It will be assumed, for comparison of prices only, that an equal amount of material or labor is purchased each month throughout the entire contract.

DELIVERY: FOB JEFFERSON PARISH

INDICATE DELIVERY DATE ON EQUIPMENT AND SUPPLIES _____

LOUISIANA CONTRACTOR'S LICENSE NO.: (if applicable) _____

THIS SECTION MUST BE COMPLETED BY BIDDER:

FIRM NAME: _____

ADDRESS: _____

CITY, STATE: _____ ZIP: _____

TELEPHONE: () _____ FAX: () _____

EMAIL ADDRESS: _____

In the event that addenda are issued with this bid, bidders **MUST** acknowledge all addenda on the bid form. Bidder must acknowledge receipt of an addendum on the bid form as indicated. Failure to acknowledge any addendum on the bid form will result in bid rejection.

Acknowledge Receipt of Addenda: NUMBER: _____

NUMBER: _____

NUMBER: _____

NUMBER: _____

TOTAL PRICE OF ALL BID ITEMS: \$ _____

AUTHORIZED

SIGNATURE: _____

Printed Name

TITLE: _____

SIGNING INDICATES YOU HAVE READ AND COMPLY WITH THE INSTRUCTIONS AND CONDITIONS.

NOTE: All bids should be returned with the **BID NUMBER** and **BID OPENING DATE** indicated on the outside of the envelope submitted to the Purchasing Department.

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00131861

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
1	15.00	CUYD	<p>A SUPPLY OF READY-MIX CONCRETE FOR THE JEFFERSON PARISH DEPARTMENT OF PUBLIC WORKS, STREETS AND ALL JEFFERSON PARISH AGENCIES AND MUNICIPALITIES - TWO (2) YEAR CONTRACT</p> <p>0010 28 DAY/4000 PSI PORTLAND CEMENT CONCRETE</p> <p>PARISH PICK-UP FROM PLANT LOCATION WESTBANK (EXCLUDING GRAND ISLE)</p> <p>*****NOTE***** ***** IF THE PARISH ALLOWS FOR A SUBSTITUTION OF FLY-ASH FOR CEMENT, THEN LINE ITEMS 0120 THROUGH 0150 WILL BE UTILIZED. THESE ITEMS WILL REFLECT A CREDIT TO THE PARISH PER CUBIC YARD OF CONCRETE PURCHASED BASED ON THE PERCENTAGE OF CEMENT REPLACED WITH FLY-ASH. THESE UNIT PRICES MUST BE A NEGATIVE AMOUNT TO REFLECT A CREDIT TO THE PARISH. IF THIS UNIT COST IS NOT NEGATIVE, THEN THERE IS NO BENEFIT TO THE PARISH TO REDUCE THE CEMENT WITH FLY-ASH. ***** *****</p>		
2	12.00	CUYD	<p>0020 28 DAY/4000 PSI PORTLAND CEMENT CONCRETE</p> <p>VENDOR'S OWN DELIVERY MINIMUM: EIGHT (8) CUBIC YARDS PER ORDER. WESTBANK (EXCLUDING GRAND ISLE)</p>		
3	15.00	EA	<p>0030 ADDED DELIVERY CHARGES FOR PORTLAND CEMENT CONCRETE ORDERS LESS THAN 8 CUBIC YARDS (MINIMUM 2 CUBIC YARDS) SEE NOTE 12 WESTBANK (EXCLUDING GRAND ISLE)</p>		
4	10.00	CUYD	<p>0040 24 HR/4000 PSI PORTLAND CEMENT CONCRETE WITH SUPERPLASTICIZER ADMIXTURE</p> <p>NO CALCIUM CHLORIDE. COST PER CUBIC YARD PARISH PICK-UP FROM PLANT LOCATION WESTBANK (EXCLUDING GRAND ISLE)</p>		
5	10.00	CUYD	<p>0050 24 HR/4000 PSI PORTLAND CEMENT CONCRETE WITH SUPERPLASTICIZER ADMIXTURE</p> <p>NO CALCIUM CHLORIDE. COST PER CUBIC YARD VENDOR'S OWN DELIVERY. WESTBANK (EXCLUDING GRAND ISLE)</p>		
6	1,500.00	CUYD	<p>0060 72/4000 PSI PORTLAND CEMENT CONCRETE WITH SUPERPLASTICIZER ADMIXTURE</p>		

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00131861

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
7	300.00	CUYD	NO CALCIUM CHLORIDE. COST PER CUBIC YARD PARISH PICK-UP FROM PLANT LOCATION WESTBANK (EXCLUDING GRAND ISLE)		
			0070 72 HR/4000 PSI PORTLAND CEMENT CONCRETE WITH SUPERPLASTICIZER ADMIXTURE		
8	25.00	CUYD	NO CALCIUM CHLORIDE. COST PER CUBIC YARD VENDOR'S OWN DELIVERY, WESTBANK (EXCLUDING GRAND ISLE)		
			0080 ADDITIONAL COST: SET RETARDING ADMIXTURE (QUANTITY FOR 1 CUBIC YARD)		
			WESTBANK (EXCLUDING GRAND ISLE)		
9	20.00	CUYD	0090 ADDITIONAL COST: NON-CORROSIVE, NON-CHLORIDE		
			SET ACCELERATOR ADMIXTURE (QUANTITY FOR 1 CUBIC YARD) WESTBANK (EXCLUDING GRAND ISLE)		
10	5.00	CUYD	0100 ADDITIONAL COST: FOR TEMPERATURE CONTROL: ADD ICE		
			(QUANTITY FOR 1 CUBIC YARD) WESTBANK (EXCLUDING GRAND ISLE)		
11	70.00	MIN	0110 ADDITIONAL COST FOR STAND-BY, OR UNLOADING TIME, PER MINUTE, IN EXCESS		
			OF THE NORMAL THIRTY (30) MINUTES ALLOWANCE. WESTBANK (EXCLUDING GRAND ISLE)		
12	80.00	CUYD	0120 REDUCTION IN COST FLY ASH/CEMENT/ CONCRETE (SEE NOTE 1 OF SPECIFICATIONS, 0.01% TO 5.0% REDUCTION OF CEMENT) WESTBANK (EXCLUDING GRAND ISLE)		
13	80.00	CUYD	0130 REDUCTION IN COST FLY ASH/CEMENT/ CONCRETE (SEE NOTE 1 OF SPECIFICATIONS, 5.01% TO 10.0% REDUCTION OF CEMENT) WESTBANK (EXCLUDING GRAND ISLE)		
14	80.00	CUYD	0140 REDUCTION IN COST FLY ASH/CEMENT/ CONCRETE (SEE NOTE 1 OF SPECIFICATIONS, 10.01% TO 15.0% REDUCTION OF CEMENT) WESTBANK (EXCLUDING GRAND ISLE)		
15	80.00	CUYD	0150 REDUCTION IN COST FLY ASH/CEMENT/ CONCRETE (SEE NOTE 1 OF SPECIFICATIONS,		

DATE: 9/01/2020

INVITATION TO BID FROM JEFFERSON PARISH - continued

Page 8

BID NO.: 50-00131861

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			15.01% TO 20.0% REDUCTION OF CEMENT) WESTBANK (EXCLUDING GRAND ISLE)		

CORPORATE RESOLUTION

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF

INCORPORATED.

AT THE MEETING OF DIRECTORS OF _____
INCORPORATED, DULY NOTICED AND HELD ON _____,
A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED. IT
WAS:

RESOLVED. THAT _____, BE AND IS HEREBY
APPOINTED, CONSTITUTED AND DESIGNATED AS AGENT AND ATTORNEY-IN-
FACT OF THE CORPORATION WITH FULL POWER AND AUTHORITY TO ACT ON
BEHALF OF THIS CORPORATION IN ALL NEGOTIATIONS, BIDDING, CONCERNS
AND TRANSACTIONS WITH THE PARISH OF JEFFERSON OR ANY OF ITS AGENCIES,
DEPARTMENTS, EMPLOYEES OR AGENTS, INCLUDING BUT NOT LIMITED TO, THE
EXECUTION OF ALL BIDS, PAPERS, DOCUMENTS, AFFIDAVITS, BONDS, SURETIES,
CONTRACTS AND ACTS AND TO RECEIVE AND RECEIPT THEREFOR ALL
PURCHASE ORDERS AND NOTICES ISSUED PURSUANT TO THE PROVISIONS OF
ANY SUCH BID OR CONTRACT, THIS CORPORATION HEREBY RATIFYING,
APPROVING, CONFIRMING, AND ACCEPTING EACH AND EVERY SUCH ACT
PERFORMED BY SAID AGENT AND ATTORNEY-IN-FACT.

I HEREBY CERTIFY THE FOREGOING TO BE
A TRUE AND CORRECT COPY OF AN
EXCERPT OF THE MINUTES OF THE
ABOVE DATED MEETING OF THE BOARD
OF DIRECTORS OF SAID CORPORATION,
AND THE SAME HAS NOT BEEN
REVOKED OR RESCINDED.

SECRETARY-TREASURER

DATE

Non-Public Works Bid Affidavit Instructions

- Affidavit is supplied as a courtesy to Affiants, but it is the responsibility of the affiant to insure the affidavit they submit to Jefferson Parish complies, in both form and content, with federal, state and parish laws.
- Affidavit must be signed by an authorized representative of the entity or the affidavit will not be accepted.
- Affidavit must be notarized or the affidavit will not be accepted.
- Notary must sign name, print name, and include bar/notary number, or the affidavit will not be accepted.
- Affiant **MUST** select either A or B when required or the affidavit will not be accepted.
- Affiants who select choice A must include an attachment or the affidavit will not be accepted.
- If both choice A and B are selected, the affidavit will not be accepted.
- Affidavit marked N/A will not be accepted.
- It is the responsibility of the Affiant to submit a new affidavit if any additional campaign contributions are made after the affidavit is executed but prior to the time the council acts on the matter.

Instruction sheet may be omitted when submitting the affidavit

Non-Public Works Bid

AFFIDAVIT

STATE OF _____

PARISH/COUNTY OF _____

BEFORE ME, the undersigned authority, personally came and appeared: _____
_____, (Affiant) who after being by me duly sworn, deposed and said that
he/she is the fully authorized _____ of _____ (Entity),
the party who submitted a bid in response to Bid Number _____, to the Parish of
Jefferson.

Affiant further said:

Campaign Contribution Disclosures

(Choose A or B, if option A is indicated please include the required attachment):

Choice A _____ Attached hereto is a list of all campaign contributions, including the date and amount of each contribution, made to current or former elected officials of the Parish of Jefferson by Entity, Affiant, and/or officers, directors and owners, including employees, owning 25% or more of the Entity during the two-year period immediately preceding the date of this affidavit or the current term of the elected official, whichever is greater. Further, Entity, Affiant, and/or Entity Owners have not made any contributions to or in support of current or former members of the Jefferson Parish Council or the Jefferson Parish President through or in the name of another person or legal entity, either directly or indirectly.

Choice B _____ there are **NO** campaign contributions made which would require disclosure under Choice A of this section.

Debt Disclosures

(Choose A or B, if option A is indicated please include the required attachment):

Choice A _____ Attached hereto is a list of all debts owed by the affiant to any elected or appointed official of the Parish of Jefferson, and any and all debts owed by any elected or appointed official of the Parish to the Affiant.

Choice B _____ There are **NO** debts which would require disclosure under Choice A of this section.

Affiant further said:

That Affiant has employed no person, corporation, firm, association, or other organization, either directly or indirectly, to secure the public contract under which he received payment, other than persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project or in securing the public contract were in the regular course of their duties for Affiant; and

[The remainder of this page is intentionally left blank.]

That no part of the contract price received by Affiant was paid or will be paid to any person, corporation, firm, association, or other organization for soliciting the contract, other than the payment of their normal compensation to persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project were in the regular course of their duties for Affiant.

Signature of Affiant

Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME

ON THE _____ DAY OF _____, 20__.

Notary Public

Printed Name of Notary

Notary/Bar Roll Number

My commission expires _____.

STANDARD INSURANCE REQUIREMENTS FOR BIDDING PURPOSES

All required insurance under this bid shall conform to Jefferson Parish Resolution No. 113646 or No. 113647, as applicable. Contractors may not commence any work under any ensuing contract unless and until all required insurance and associated evidentiary requirements thereto have been met, along with any additional specifications contained in the **Invitation to Bid**. Except as where otherwise precluded by law, the Parish Attorney or his designee, with the concurrence of the Director of Risk Management or his designee, may agree on a case-by-case basis, to deviate from Jefferson Parish's standard insurance requirements, as provided in this Section. Vendors requesting deviation therefrom shall submit such requests in writing, along with compelling substantiation, to the Purchasing Department prior to the bid's due date. Any changes to the insurance requirements will be reflected in the bid specifications and addenda. Prior to contract execution and at all times thereafter during the term of such contract, contractors must provide and continuously maintain all coverages as required by the foregoing Resolutions, and the contract documents. Failure to do so shall be grounds for suspension, discontinuation or termination of the contract.

For bidding purposes, bidders must submit with bid submission a current (valid) insurance certificate evidencing the required coverages. Failure to comply will cause bid to be rejected. The current insurance certificate will be used for proof of insurance at time of evaluation. Thereafter, and prior to contract execution, the low bidder will be required to provide final insurance certificates to the Parish which shall name **the Jefferson Parish, its Districts Departments and Agencies under the direction of the Parish President and the Parish Council** as additional insureds regarding negligence by the contractor for the Commercial General Liability, Workmen's Compensation Insurance and the Comprehensive Automobile Liability policies. Additionally, said certificates should reflect the name of the Parish Department receiving goods and services and reference the respective Jefferson Parish bid number.

JEFFERSON PARISH REQUIRED STANDARD INSURANCE

☐ WORKER'S COMPENSATION INSURANCE

As required by Louisiana State Statute, exception; Employer's Liability, Section B shall be \$1,000,000 per occurrence when Work is to be over water and involves maritime exposures to cover all employees not covered under the State Worker's Compensation Act, otherwise this limit shall be no less than \$500,000 per occurrence.

Note: If your company is not required by law to carry workmen's compensation insurance, i.e. not a Louisiana company, sole employee of the company, then bidders must request a workmen's compensation insurance declaration affidavit prior to the bid opening date. This insurance declaration affidavit must be fully completed, signed, properly notarized and submitted with the bid. A scanned copy may be submitted with the bid; however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being

rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.

☐ **COMMERCIAL GENERAL LIABILITY**

Shall provide limits not less than the following: \$1,000,000.00 Combined Single Limit per Occurrence for bodily injury and property damage.

☐ **COMPREHENSIVE AUTOMOBILE LIABILITY**

Bodily injury liability \$1,000,000.00 each person; \$1,000,000.00 each occurrence.
Property Damage Liability \$1,000,000.00 each occurrence.

Note: This category may be omitted if bidders do not/will not utilize company vehicles for the project or do not possess company vehicles. Bidder must request an automobile insurance declaration affidavit prior to the bid opening date. This insurance declaration affidavit must be fully completed, signed, properly notarized and submitted with the bid. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid; however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.

DEDUCTIBLES - The Parish Attorney with concurrence of the Director of Risk Management have waived the deductible section of the Terms and Conditions for all Invitations to Bid, until further notice.

UMBRELLA LIABILITY COVERAGE

An umbrella policy or excess may be used to meet minimum requirements.

FOR CONSTRUCTION AND RENOVATION PROJECTS:

The following are required unless otherwise specified in the bid. Such insurance is due upon contract execution.

1) **OWNER'S PROTECTIVE LIABILITY**

To be for the same limits of liability for bodily injury and property damage liability established for commercial general liability.

2) **BUILDER'S RISK INSURANCE**

The contractor shall maintain Builder's Risk Insurance at his own expense to insure both the owner (Parish of Jefferson) and contractor as their interest may appear.